

# **BUILDING DEVELOPMENT COMMISSION**

## **Minutes of February 18, 2014 Meeting**

Jonathan Bahr opened the Building-Development Commission (BDC) meeting at 3:04 p.m. on Tuesday, February 18, 2014.

**Present:** Rob Belisle, Jonathan Bahr, John Taylor, Ed Horne, Chad Askew, Melanie Coyne, Travis Haston, Hal Hester, Bernice Cutler and John Wood

**Absent:** Kevin Silva

### **1. MINUTES APPROVED**

*The motion by Travis Haston, seconded by Ed Horne, to approve the January 21, 2014 meeting minutes passed unanimously.*

### **2. Letters Concerning Department's Service Delivery**

Gene Morton shared with the members that the department had received letters from the Charlotte Apartment Association, REBIC and a general memo from the Chamber indicating they have heard concerns regarding challenges within the inspection and permitting process. REBIC indicated a desire to reduce inconsistency w/in multi-family buildings with large inspections as well as to insure inspection results are properly documented and to improve the permit notification system so there are no associated surprises at the end of the project. It was indicated that a cultural shift to improve customer service is needed. Gene went on to say there are concerns with revisions to approve plans and the length of time it is taking; the same code requirement is interpreted differently; inspections exceeding one hour time limit; inspection inconsistency through the County; attitudes within customer service delivery have changed. All letters are similar in nature.

Jonathan Bahr suggested a subcommittee being more flexible to address the BOCC; or The County Commissioners can come to our monthly meeting.

*Bernice Cutler made the motion to create a "Select" subcommittee to address the BOCC with Ed Horne seconding the motion. The motion passed unanimously.* Select Subcommittee members include: Jonathan Bahr, Elliot Mann, Bernice Cutler, John Taylor and Chad Askew. Jonathan Bahr asked members to email suggestions to the board or Rebecca (Wright). This committee agreed to make all members aware of when meetings will be held.

### **3. BDC MEMBER ISSUES AND COMMENTS**

Bernice Cutler thanked Joe Weathers for his help finding multiple surfaces on buildings in the code. Jim Bartl asked Bernice if she can email to his attention the specifics.

### **4. PUBLIC ISSUES AND COMMENTS**

William Rakatansky handed out copies of a letter from NCAIA addressing several issues. He went on to say that a 6 year code cycle negatively impacts the industry as well as placing enormous responsibility to comply to many of the rules developed by a third party. (See attached letter)

Phillip Stephens the 2014 President of the American Society for Healthcare Engineering spoke to the group stating his objections to the 6 year code cycle as well. (See attached letter)

### **5. HMC Space Analysis Report and Options**

Mary Isaacs described the project and reviewed the issues that clearly did not work in the HMC. She then described the plan to improve spacing at the Hal Marshall Center. Jim Bartl shared that our process that dictated space demands on HMC has changed over the last three years. The proposed Hybrid Collaborative Delivery Team Bullpen is a good example of that. In July 2014, we engaged Isaacs Associates to assess our use of the Hal Marshall Center, proposing areas where we can improve our efficient use of the building footprint, and provide a footprint for our orderly growth in HMC over the next few years, until the time when

we leave for Freedom Mall. The strategy is to complete a 1<sup>st</sup> floor HMC building assessment, agree on pre-schematic design options, retain an AE firm to design the renovation and bid out the project construction. Mary discussed the challenges of customers finding their way around. HMC is deficient in meeting space which causes lots of scheduling problems. The CTAC/RTAC work area is bulging at the seams and the staff's work environment is extremely noisy. Noted an absence of break rooms, MEP system challenges; ventilation, electrical capacity, etc. This layout gives selected groups direct access to "U shaped" customer circulation/lobby and to provide a new "Customer Service Center" functional area. Behind the public wall, clearing out as many full height walls as possible to maximize flexible use of office cubicles. This will also increase meeting room space, massively reduce paper/file storage capacity, will provide growth for 26 office positions over the next 5-6 years and will provide a location for the BIM-IPD bullpen.

## **6. Code Interpretation Web Search Engine Demo**

Joseph Weathers demonstrated the Code Interpretation Web Search Engine saying the BDC members requested ability to search current and archives (historical reference comparison). Extending search to archives has been a real challenge. We've tried to incorporate in the CA web interpretation search engine, to include search engine subdividing buttons to search current code interpretations as well as archives. We now can search individually on Building, Electrical, Mechanical-Fuel Gas and Plumbing Codes. We have Interpretation Archive links and database for existing building research and searches consistency meeting Q&A through an archive link and database. We have added on Meckpermit.com a Code Interpretation link and dashboard page to site.

## **7. Department Statistics and Initiatives Report**

### **Permit Revenue**

- January permit (only) revenue- \$1,549,193, compares to December revenue of \$1,681,309.
- Note (\*); the December 3, 2013 BOCC approval of both RFBA's adjusted our expense and revenue picture as follows.
  - The 16 position betterment adds \$1,258,000; so new Fy13 permit revenue total of \$18,266,929
    - \$17,008,928+ \$1,258,000= \$18,266,929
- Fy14 revised budget projected monthly permit revenue; \$18,266,929/12 = \$1,522,244
- So January permit revenue is \$26,949 above monthly projection
- At 1/31/14, YTD permit rev of \$12,210,246 is above permit fee rev projection (7 x \$1.5222M = \$10,655,708) by \$1,554,538, or 14.6%

### **Construction Value of Permits Issued**

- January total - \$316,987,590, compares to November total - \$287,676,185
- YTD at 1/31/14 of \$2,247,863,976; 33.4% above Fy13 constr value permit'd at 1/31/13 of \$1.685B

### **Permits Issued:**

	<b>December</b>	<b>January</b>	<b>3 Month Trend</b>
<b>Residential</b>	3695	3960	4108/3658/3695/3960
<b>Commercial</b>	2288	2264	2709/2401/2288/2264
<b>Other (Fire/Zone)</b>	345	420	538/480/345/420
<b>Total</b>	6328	6644	7355/6539/6328/6644

- Residential up 7%+\_\_\_; commercial down 1%\_\_\_; total up5%\_\_\_

### Inspection Activity: inspections performed

Insp. Req.	Dec	Jan	Insp. Perf.	Dec	Jan	% Change
<b>Bldg.</b>	5282	5580	<b>Bldg.</b>	5239	5498	+4.94%
<b>Elec.</b>	6433	6587	<b>Elec.</b>	6472	6520	+0.74%
<b>Mech.</b>	3424	3618	<b>Mech.</b>	3526	3540	+0.39%
<b>Plbg.</b>	2614	2759	<b>Plbg.</b>	2645	2718	+2.75%
<b>Total</b>	17,753	18,544	<b>Total</b>	17,882	18,276	+2.2%

- All trades up; Elec & Mech slightly, bldg 5%-, Plbg 3%-
- Inspections performed were 98.6% of inspections requested

### Inspection Activity: inspections response time (IRT Report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		AverageResp. in Days	
	Dec	Jan	Dec	Jan	Dec	Jan	Dec	Jan
Bldg.	81.3	81.4	96.3	95.3	99.5	99.2	1.69	1.24
Elec.	72	77.5	96.9	97.7	99.7	99.7	1.26	1.26
Mech.	56.7	66.7	85.3	92.7	96	99.1	1.62	1.41
Plbg.	76.6	72.8	95.8	93.3	99.4	99.2	1.28	1.52
Total	72.4	75.8	94.3	95.3	98.8	99.3	1.48	1.31

Note: this data is from the new CEM dash, which became available in late December. A report based on 6 ½ year of IRT data was delivered to the BDC – IRT Subcomm on Jan 30. See item 7.2.2.1. .

- Per the BDC Performance Goal agreement (7/20/2010), the goal range is 85-90%, so per the new IRT report, the average is currently 9.2% below the goal range.

### Inspection Pass Rates for January, 2014:

OVERALL MONTHLY AV'G @ 84.15%, compared to 84.15%, in December

**Bldg:** December – 77.83%  
January – 74.02%

**Elec:** December – 83.67%  
January – 80.11%

**Mech:** December – 85.7%  
January – 84.65%

**Plbg:** December – 91.92  
January – 90.11

- All trades down ; Mech 1%+, Plbg 2%-, Elec % Building 3.5%+
- Overall average up 1.5%, and well above 75-80% goal range

### On Schedule and CTAC numbers for January, 2014

#### CTAC:

- 117 first reviews, compared to 63 in December.
- Projects approval rate (pass/fail) – 71%
- CTAC was 46% of OnSch (\*) first review volume (117/117+217 = 334) = 35.03%

\*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

On Schedule:

- April, 12: 151 -1st rev'w projects; on time/early-92.25% all trades, 95% B/E/M/P only
- May, 12: 195 -1st rev'w projects; on time/early-94.5% all trades, 97% B/E/M/P only
- June, 12: 235 -1st rev'w projects; on time/early-98.63% all trades, 98.25% B/E/M/P only
- July, 12: 166 -1st rev'w projects; on time/early-94.88% all trades, 97.5% B/E/M/P only
- August, 12: 199 -1st rev'w projects; on time/early-89.5% all trades, 96% B/E/M/P only
- September, 12: 118 -1st rev'w projects; on time/early-96.38% all trades, 97.25% B/E/M/P only
- October, 12: 183 -1st rev'w projects; on time/early-97% all trades, 98.75% B/E/M/P only
- November, 12: 141 -1st rev'w projects; on time/early-92.4% all trades, 97% B/E/M/P only
- December, 12: 150 -1st rev'w projects; on time/early-93.25% all trades, 96.75% B/E/M/P only
- January, 13: 140 -1st rev'w projects; on time/early-89.12% all trades, 94.25% B/E/M/P only
- February, 13: 142 -1st rev'w projects; on time/early-81.125% all trades, 94.25% B/E/M/P only
- March, 13: 137 -1st rev'w projects; on time/early-87.5% all trades, 91.5% B/E/M/P only
- April, 13: 149 -1st rev'w projects; on time/early-94.375% all trades, 94.5% B/E/M/P only
- May, 13: 216 -1st rev'w projects; on time/early-96.375% all trades, 96.25% B/E/M/P only
- June, 13: 191 -1st rev'w projects; on time/early-96.88% all trades, 97.5% B/E/M/P only
- July, 13: 197 -1st rev'w projects; on time/early-90.375% all trades, 92% B/E/M/P only
- August, 13: 210 -1st rev'w projects; on time/early-89.4% all trades, 93.5 B/E/M/P only
- September, 13: 203 -1st rev'w projects; on time/early-89.88% all trades, 92.5% B/E/M/P only
- October, 13: 218 -1st rev'w projects; on time/early-88.75% all trades, 91.25% B/E/M/P only
- November, 13: 207 -1st rev'w projects; on time/early-95.87% all trades, 94% B/E/M/P only
- December, 13: 157 -1st rev'w projects; on time/early-96% all trades, 92.5% B/E/M/P only
- January, 14: 252 -1st rev'w projects; on time/early-92.38% all trades, 94% B/E/M/P only

Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on January 27, 2014, showed
  - 1-2 hr projects; at 2-4 work days booking lead, except M/P at 6 days
  - 3-4 hr projects; at 2-4 work days lead, except City Zong-5, MP-6, and Elec-10 days
  - 5-8 hr projects; at -3work days lead, exceptCMUD & MP at 6 days, City Zoning – 7 days and Elec – 10 days.
- CTAC plan review turnaround time; BEMP at 3 work days, and all others at 1 day.
- Express Review – booking lead time was; 5 work days for small projects, 5 work days for large

**March BDC Meeting**

Jim Bartl reminded the group that the March BDC Meeting will be entirely focused on the FY15 Budget.

**Future BOCC-BDC Meeting**

BDC Chair and Vice-Chair met earlier today to discuss this, as well as letters sent to the BOCC.

**Building Plan Review MOE Defects**

Jim shared the current status that Andy Scoggins is working with IST on this. So far they've established that currently, EPM does not pass the information to POSSE which would help drill down the results, such as occupancy type and seal holder information. In order to refine the report, Sages would need to perform work to get this information passed and then POSSE would need to be configured to do the reporting. Sandra is still studying this and we will come back to you before we spend any money.

**Phased Construction Best Practice Summary**

Patrick send a draft of this information to you and a meeting is scheduled for February 28 to review draft.

**LUESA University Customer Notice**

Customer notices were sent out February 6<sup>th</sup> and will be sent again on February 19<sup>th</sup> and then again on March 3<sup>rd</sup>.

**BDC-IRT Subcommittee**

Subcommittee met on January 31st reviewing a report containing 6 ½ years of IRT historic data generated by the new POSSE-CEM dash tool. The Department believes this data is more accurate than the original IRT report or IER report, as discussed with BDC on 11/16/2012. The Subcommittee requested revisions to the report adding OT numbers and benchmark historic events. The Subcommittee also requested study on maximizing the use of iPads in inspector field notations. Meeting #2 was scheduled for January 14, but was snowed out and is rescheduled for January 21.

**Progress on the 2014 Service Delivery Enhancement Strategy**

Hybrid Collaborative Delivery Team RFBA; the BOCC approved the RFBA on Dec 3 and the PM position was filled on Feb 12 by Howard Grindstaff. The 8 Code Officials (plan reviewer-inspectors) and BIM-Navigator position are posted and currently advertised with AIA Charlotte, ICC and NCBA. Next meeting is scheduled for Wed, February 19. The Subcommittee Focus Group hopes to complete the work and deliver recommendations to the BDC before the Fy15 budget planning process is complete.

PM/CEM support pilot; the start of this pilot has been pushed back to March 1.

**Manager/CA Added Comments**

There were no Manager or CA added comments.

**7. Adjournment**

The February 18, 2014 BDC meeting adjourned at 4:58 p.m.